

CRANFORD RECREATION AND PARKS DEPARTMENT

220 WALNUT AVE. • CRANFORD, N.J. 07016

(908) 709-7283 Office • (908) 709-7286 Fax • (908) 276-6767 Emergency Information

Application for use of Cranford Township Parks

(CRANFORD ORGANIZATIONS MAY RESERVE ROOMS THREE MONTHS IN ADVANCE, ALL OTHERS ONE MONTH)
The undersigned hereby makes application for use of the Community Center Facility.

Dates desired: _____
(Day of the Week) (Date)

between the hours of _____ am/pm and _____ am/pm.

This application is made for the purpose of _____
(holding a meeting, party, program, etc.)

for which admission of \$ _____ per person will be charged.

The estimated attendance is expected to be _____

Describe any activities and/or entertainment contracted for the event: _____

Upon approval, the applicant agrees to assume full liability for any damage to property and injury to persons occupying the facility as designated by this application and to adhere to all rules and regulations.

Users must agree to compensate the Township of Cranford for damage to property and/or lose permission to continue use of facilities.

FOR OFFICIAL USE ONLY

of personnel _____

Date _____

Classification _____

Approved _____

Director

Today's Date _____

Applicant (Print) _____

Organization (Print) _____

Signed by: _____

Applicant

Address (Print) _____

Telephone _____

Contact Person (Print) _____

Address (Print) _____

RULES AND REGULATIONS FOR THE USE OF TOWNSHIP PARKS

1. A written application must be submitted to the Recreation and Parks Department **three (3) weeks** in advance of the date for use of a park, A copy of the establishment's certificate of liability insurance in a minimum amount of one million (\$1,000,000) dollars per occurrence and two million (\$2,000,000) in aggregate, naming the Township of Cranford and its agents, servants, and employees as additional insured. For Private parties and rentals a copy of the homeowners insurance declaration page is required. An approved yellow copy will be returned as your authority to use the township parks. A permit is not transferable. When a rental or service charge is required, payment will be made to the Recreation and Parks Department with the application. The Recreation and Parks Department reserves the right to revoke, for cause, permission for the use previously granted.
2. All youth groups must have adequate adult supervision.
3. The use of Township Parks shall normally be between 8:00am and dusk. All applicants must exit the park at the above-specified closing times.
4. All Township Parks must be restored to their original order before leaving. Any loss, damage or cleaning expenses resulting from applicant's use of said park will be the applicant's responsibility.
5. Applicant agrees to leave the area in a clean and tidy condition. If decorations are to be used for the scheduled event, it must be noted on the application. All decorations must be flameproof and fire-retardant.
6. Nothing shall be sold, exhibited, or displayed in Township Parks.
7. Any and all organizations granted a permit must conform to the New Jersey State sanitary code pertaining to use of food and beverages enforceable by the Cranford Board of Health.
8. No smoking in Township Parks. No intoxicants, narcotics or alcoholic beverages, nor persons under the influence of the same shall be permitted; neither shall profane language, gambling, quarreling or fighting be tolerated.

All health and safety laws regarding public assemblies must be strictly complied with.
9. The Recreation and Parks Department will assign Township Parks for all applicants.
10. No equipment shall be removed from Township Parks. The applicant will be responsible for replacement cost as
11. determined by the Recreation and Parks Department.

It is expressly understood and agreed that Persons or Organizations receiving approval of use shall defend,
12. indemnify and save harmless the Township of Cranford, its employees, agents, volunteers and officials against any and all suits, costs, claims, expenses and judgments resulting from use of the facilities.

The Recreation and Parks Department programs take priority over all requests and permits. The Township takes
13. priority during all emergencies.

The Recreation and Parks Department/Township of Cranford will not be responsible for lost or stolen property.
14. The Recreation and Parks Department is solely responsible for granting permission for the use of the Township
15. Parks, for the rules and regulations governing such use, and for the rental charges to be paid.

Any organization which charges admission shall be responsible for Federal, State and Local statutes concerning
16. games of chance, tax payments, etc.